

NOTICE

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Air Traffic Organization Policy

N JO 7210.826

Effective Date:
December 12, 2012

Cancellation Date:
August 22, 2013

SUBJ: Procedures for Opening and Closing Runways

1. Purpose of This Notice. This notice adds procedures that address the complexity of the risk of operations on closed runways. A broad set of solutions needs to be utilized to provide both redundancy and resilience. This change provides air traffic managers (ATM) a general framework for those solutions, but the specifics are best developed at the local level, using a cross section of operators to develop relevant, innovative, and effective tools that have a positive impact on safe operations.

2. Audience. This notice applies to the following Air Traffic Organization (ATO) service units: En Route and Oceanic, Terminal, Mission Support, and System Operations.

3. Where Can I Find This Notice? This notice is available on the MyFAA employee Web site at https://employees.faa.gov/tools_resources/orders_notices/ and on the air traffic publications Web site at http://www.faa.gov/air_traffic/publications/.

4. Procedures. Add the following paragraph to FAA Order JO 7210.3:

10-1-8. PROCEDURES FOR OPENING AND CLOSING RUNWAYS

Each ATM:

a. Must ensure that the authority, responsibility, and procedures to be used when opening or closing a runway are defined in an LOA with airport management/military operations office. Items which should be addressed, if relevant, are: the use of barriers/visual aids (lighted or unlighted "X", barricades, etc.), portions of the closed runway available for ground operations such as crossings, and information for issuing NOTAMS. Other items may be included, as appropriate.

NOTE-

Only the airport management/military operations office can close or open a runway.

b. Must develop and provide a tailored checklist to be used when opening and closing a runway. A facility directive must designate the position responsible for completing the checklist. Items which should be included, if relevant, are:

1. Coordination.
 - (a) Airport management.
 - (b) Intra-facility.
 - (c) Inter-facility.
 - (d) Technical operations.
 - (e) Traffic management.
2. Memory aids.

3. Safety Logic System.
4. Status information area.
5. Airfield lighting.
6. NAVAIDs.
7. ATIS.
8. Entry on the daily log.

c. May increase the number of items and/or the level of detail of the opening and closing checklist as deemed necessary.

d. Must ensure that a facility directive includes procedures for the use of a memory aid that visually and/or aurally indicates that the runway is closed. Where a memory aid for a closed runway has been established, its use must be mandatory. Where a memory aid for a closed runway is not in place, utilize collaborative efforts to develop and implement site-specific memory aid(s) and procedures outlining its use.

NOTE-

When implementing these procedures, one should consider short-term versus long-term closures as well as planned versus unplanned processes.

REFERENCE-

*FAAO JO 7110.65, Para 3-3-1, Landing Area Condition
FAAO JO 7110.65, Para 3-3-2, Closed/Unsafe Runway Information
FAAO JO 7110.65, Para 4-7-12, Airport Conditions
FAAO JO 7210.3, Para 4-7-3, System Impact Reports
FAAO JO 7210.3, Para 17-5-13, Electronic System Impact Reports*

Renumber paragraphs 10-1-8 through 10-1-12 to 10-1-9 through 10-1-13.

5. Distribution. This notice is distributed to the following ATO service units: Terminal, En Route and Oceanic, System Operations, and Mission Support; the Office of ATO Safety and Technical Training; the Air Traffic Safety Oversight Service; the William J. Hughes Technical Center; and the Mike Monroney Aeronautical Center.

6. Background. Operations on closed runways are a growing concern in the National Airspace System. This risk arises from several areas: breakdowns in communication, the variety of conditions which prompt closures, lack of (or inconsistent use of) effective visual aids or memory joggers, etc. Legally, only airport management at civil airports and military operations office are permitted to open or close a runway. There are many reasons that runways may need to be closed. Short-duration closures may be necessary for clearance of winter contaminants from the runway; regular maintenance of airfield pavements, lighting and signage; grass cutting; and airfield inspections, among other reasons. Longer-duration closures may be necessary for airfield construction projects and longer-duration maintenance activities. Regardless of the duration of the closure, close coordination is needed among the ATM, other air traffic facilities, and airport management to ensure all involved maintain safe operations when closing and reopening runways.



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9-11-2012

Date Signed